

Chisago County Citizen Review Panel Meeting Minutes

May 6, 2025, 12:00-1:30 PM Hybrid: Center City HHS Conference Room & Teams

Present:

- Chisago County: Todd, Karlene, and Chris
- State (DCYF, OAIF): Gapske
- Community panel members: Nancy and Karen
- Absent: Peter, Lisa, Deb, and

I. Topic: Welcome

II. Topic: Recruitment for citizen review panel seat vacancy

- Vacancy is posted on the Chisago County website, one application submitted. No other applications for two vacant positions.
- Todd placed the fliers at both human services buildings in Center City and North Branch.
- Todd will publish an ad in the local paper.
- Panel member mentioned getting a story on the panel's work to try to engage potential applicants. Gapske will reach out to Matt Silver with the Chisago County Press.

ACTION ITEM: Recommendation to appoint Kathryn Stanek pending references and background check clearance. (TABLED DUE TO NO QUORUM)

III. Updates from Chisago County and DCYF

- a. DCYF: Labor Trafficking response preparation for July 1st implementation. Gapske will share out resources and documentary for members to watch if interested. Discussion of legislative session-request for OFFY to present on their office and legislative advocacy this session.
- b. Chisago County: No reconsiderations or near/fatalities this past month. There are approximately 15-20 children in foster homes or placed with relatives.

IV. Citizen Review Panel Project 2025 Workplan Development

- Focus: Ensuring children in out-of-home care receive timely medical exams and that SSIS data accurately reflects compliance.
- Goals:
 - Every child placed in out-of-home care meets the 30-day exam requirement (or has a valid documented exam from prior 12 months).
 - Improve data accuracy so SSIS reflects all completed exams.
- Work plan located at petermgrund.com/projects/crp/plan
- Chris will share the checklists for the panel to review.
- The panels next steps will include looking at the out-of-home medical exams missing from documentation to see what the common themes/barriers are.
- Panel and staff will investigate 2023 missing exams to see where there were issues.
- Next meeting the panel will identify which counties are similar in size and below the medical exam threshold to reach out with a short survey. See if a similar theme/barrier to Chisago County.

V. Citizen Review Panel Funds

- a. Gift card update: Chris purchased 20 Walmart \$50.00 gift cards and 16 amazon \$50.00 gift cards with the CAPTA funds as approved by the CRP committee. She was also able to use \$215.00 of the grant towards a BMX Camp and Theatre Camp for a child under the County Guardianship.

VI. Informational: Stipend reminder and reimbursement for milage

VII. Public comment(s)

VIII. Next meeting:

Meeting-Hybrid	Schedule	Date
Chisago County Citizen Review Panel meeting	Every First Tuesday of the Month noon-1:30 pm	June 3, 2025